



**JUSTICE CABINET
DEPARTMENT OF
JUVENILE JUSTICE
POLICY AND PROCEDURES**

**REFERENCES:
505 KAR 1:170**

**CHAPTER: Prison Rape Elimination Act of
2003 (PREA)**

AUTHORITY: KRS 15A.065

**SUBJECT: DJJ Staff PREA Education and
Training**

POLICY NUMBER: 911

TOTAL PAGES: 4

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APPROVAL: A. Hasan Davis, COMMISSIONER

I. POLICY

The Department of Juvenile Justice (DJJ) shall educate and train DJJ staff, volunteers, interns, and contractors on the Prison Rape Elimination Act of 2003 (PREA) juvenile standards.

II. APPLICABILITY

This policy shall apply to DJJ staff, volunteers, interns, and contractors.

III. DEFINITIONS

Refer to Chapter 900.

IV. PROCEDURES

- A. DJJ staff, volunteers, interns, and contractors shall receive education and training regarding PREA and the juvenile standards.
- B. The Agency PREA Compliance Officer or designee shall ensure that important information is continuously and readily available to all staff regarding PREA. DJJ staff shall train all employees who have contact with juvenile residents on:
 1. The zero tolerance policy for sexual abuse and sexual harassment;

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2. How to fulfill their responsibilities under agency sexual abuse and sexual harassment prevention, detection, reporting, and response policies and procedures;
 3. Residents right to be free from sexual abuse and sexual harassment;
 4. The right of residents and employees to be free from retaliation for reporting sexual abuse and harassment;
 5. The dynamics of sexual abuse and sexual harassment in juvenile facilities;
 6. The common reactions of juvenile victims of sexual abuse and sexual harassment;
 7. How to detect and respond to signs of threatened and actual sexual abuse and how to distinguish between consensual sexual contact and sexual abuse between residents;
 8. How to avoid inappropriate relationships with residents;
 9. How to communicate effectively and professionally with residents; and
 10. How to comply with mandatory reporting laws and understanding other laws regarding PREA as they relate to juveniles.
- C. DJJ PREA training shall consist of the following phases:
1. Phase one (1) shall include an introduction to PREA, prevention of PREA violations, PREA juvenile standards overview, and a video regarding keeping kids safe;
 2. Phase two (2) shall include PREA policy and protocol, human sexuality of a juvenile, staff and juvenile red flags, the fundamentals of supervision, understanding sexual orientation, including Lesbian, gay, bi-sexual, transsexual, questioning or queer, and intersex (LGBTQI) issues, Kentucky laws related to juveniles, reporting requirements and zero tolerance retaliation policy, youth rights, and utilization of the Vulnerability Assessment Instrument;
 3. Phase three (3) shall include juvenile education;
 4. Phase four (4) shall include responding to a sexual assault;
 5. Phase five (5) shall include PREA audit training.
 6. Phase six (6) shall include the fundamentals of trauma informed care, protecting a sexual assault scene, sexual assaults, sexual assault examinations, human sexuality of a juvenile, and understanding the importance of the Vulnerability Assessment Instrument;
 7. Phase seven (7) shall include the importance of leadership and organizational culture in implementing PREA; and

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8. Phase eight (8) shall be an annual PREA training refresher that addresses topics included in Phase one (1) through Phase seven (7) of this policy.
- D. DJJ facility and community staff shall complete the following PREA trainings:
1. Phase one (1);
 2. Phase two (2);
 3. Phase three (3);
 4. Phase four (4); and
 5. Phase five (5).
- E. DJJ community mental health, youth counselors, Treatment Directors, Regional Psychologists, and medical staff shall receive Phase six (6) training.
- F. DJJ central office staff, volunteers, interns, and contractors shall receive Phase one (1) training.
- G. DJJ Executive Staff shall receive the following training:
1. Phase one (1);
 2. Phase two (2)
 3. Phase four (4);
 4. Phase five (5); and
 5. Phase seven (7).
- H. All DJJ staff, Executive Staff, and contractors who have daily contact with juveniles shall be required to complete Phase eight (8) annually.

V. STAFF TRAINING MONITORING MECHANISM

- A. The Agency PREA Compliance Officer or designee or the PREA trainer in the Training Branch shall train or organize training to ensure that PREA Coordinators are trained regarding the PREA training phases.
- B. The PREA Coordinators shall be responsible for training DJJ staff, volunteers, interns, and contractors in their respective facilities or community offices regarding this policy.
- C. The Agency PREA Compliance Officer or designee or the PREA trainer in the Training Branch shall develop and execute all specialized trainings for Executive Staff, community mental health, youth counselors, Treatment Directors, Regional Psychologists, and medical staff.

VI. MONITORING MECHANISM

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The Agency PREA Compliance Officer or designee shall conduct an annual audit to verify that DJJ staff are being trained regarding the policy.